

**Women of Virginia Commemorative Commission
Executive Committee Meeting**

April 23, 2013, 2:00 PM
Senate Room A, General Assembly Building
Richmond, Virginia

Minutes

Members in Attendance:

Secretary Lisa M. Hicks-Thomas
Mrs. Em Bowles Locker Alsop

Susan C. Schaar

Members of the Full Commission in Attendance:

Dr. Sandra Treadway
Alice Lynch

On April 23, 2013 at 2 PM, the Executive Board of the Women of Virginia Commemorative Commission met at the General Assembly Building in Richmond. The meeting was called to order by Secretary of Administration Lisa M. Hicks-Thomas who chaired the meeting. All members and others in attendance introduced themselves. Julie Whitlock and Elizabeth Latimer from the Attorney General's Office were present for purposes of discussing the terms of the planned contract with the artist and his design team. Dr. Treadway and Alice Lynch attended the meeting as well.

After the meeting was called to order, the Chair made a special note of thanks to Dr. Treadway for her hospitality in allowing the unveiling of the monument's design to take place at the Library of Virginia event honoring Virginia's women of note. One of the artists that was not selected asked for the submitted design to be displayed along with the winning design. After some discussion, it was decided that per the RFP the Board would suggest to the Full Commission that the models would not be displayed but would be returned upon request.

Secretary Hicks-Thomas then discussed an outline sent to her by Ivan and his team to begin working on drafting a contract. She then invited Julie Whitlock and Elizabeth Latimer to lend their advice as part of the Attorney General's office. Julie said that DEB needs to be involved in forming the draft contract, and offered a few sample contracts for the purposes of drafting. She suggested a few things that the Commission needs to decide upon, like what is specifically expected and what the two parties can agree on.

On that note, Secretary Hicks-Thomas called on Dr. Treadway to update the Executive Board on where her team was on researching names for the monument and what women would be depicted in the sculptures. She had a list of several names, including a top 10-12 group of women to be featured. At the current time, she felt like there was unanimity on several names, but beyond that there is a lot of discussion yet not as much feedback given because a lot of her researchers are college professors in the middle of administering and grading exams.

Alice Lynch updated the Board on where she is in her fundraising efforts. She has been in process of gathering together information to present to major donors as well as looking into several events in different areas of the Commonwealth to introduce the project. She feels that even though the project is quite daunting, a combined effort of everyone will achieve the fundraising goals. As a final note, she wants to stress that any donation given should be in the interest of giving to the ENTIRE project (monument and educational components).

As the meeting came to an end, Secretary Hicks-Thomas instructed Staff that Susan would be inviting stakeholders from the Indian community to the next Full Commission meeting, and she would be polling to get a date for that. The meeting adjourned at 3:40 PM.